



Community Issues Committee Action Report
for the May 17th, 2016 meeting held in
the Council Chambers following Corporate Services Committee

PRESENT: Mayor Antonakos, Deputy-Mayor Flynn, Councillor Black, Councillor Doucett, Councillor Redmond, Councillor Fritz, Councillor Trimble, Duncan Rogers, Clerk, Joanna Bowes, Manager of Development Services, Les Reynolds Director of Protective Services, Paul Knowles, Chief Administrative Officer, Phil Hogan, Treasurer

- 1) **DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF** – now or anytime during the meeting
- 2) **PUBLIC MEETING – NONE THIS EVENING**
- 3) **REGISTRATION OF PUBLIC WISHING TO SPEAK**
- 4) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 5) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF THE STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVED THIS ADDENDUM**

COMMITTEE/BOARD	MEMBER OF COUNCIL	UPDATES
Municipal Heritage Committee	Councillor Redmond	Plans for 150 th moving along – New display opened
BIA Board	Councillor Black	Comic event last weekend Façade 18k of 30k spent
Hospital Board	Councillor Redmond	May 30 th , 2 nd vote on municipal representation
MVCA	Councillor Doucett Deputy-Mayor Flynn	Meeting tomorrow May 18
Chamber of Commerce	Deputy-Mayor Flynn	Current plans show a balanced budget – mural in the works
Youth Centre Board	Councillor Trimble	AGM June - Golf tournament July 14
Local Municipal Drug Strategy Committee	Mayor Antonakos Deputy-Mayor Flynn	Beckwith networking day May 27
Library Board	Councillor Doucett	Questionnaire for Strategic Planning
Daycare	Councillor Fritz	Financial Surplus Summer camp registration now open Shortage of supply staff June 4 – equipment day

TO BE DISCUSSED

COMMUNICATION 127178

Received from Victor Maltby
Addressed to Mayor Antonakos
Date March 22nd, 2016
Topic Men's Shed Organization

SUMMARY

Resident would like to make a short presentation to Council concerning concepts that make a Men's Shed an important part of our Community.

STAFF RECOMMENDATION

THAT Committee hear presentation

COMMITTEE DECISION

Receive and Record

COMMUNICATION 127226

Received from Various Committees
Addressed to Community Issues Committee
Date April/May
Topic Action Reports/Minutes

SUMMARY

Minutes of the April 4th, 2016 and May 2nd, 2016 of the **Environmental Advisory Committee** meetings are attached. Noteworthy items include:

- Composting Updates;
- E-bin Promotion;
- High School Bursary Presentations;
- Freecycle Day;
- Partnership between CPEAC and the Town; and
- Environmental Action Plan.

Minutes of the April 8th, 2016 meetings of the **Carleton Place Emergency Management Committee** are attached. Noteworthy items include:

- 127135 New Ontario Disaster Recovery Assistance Program
- 127139 Compliance Report for 2015
- 127150 Annual ECCG Training

127226 Continued

Action Report of the May 2nd, 2016 meeting of the **Parks and Recreation Committee** are attached. Noteworthy items include:

- 127165 CF1 Card
- 127203 Skateboard Park
- 127204 2016/2017 Pool User Fees
- 127205 Play Structure for Giles Park

STAFF RECOMMENDATION

THAT Council accept Committees' decisions

COMMITTEE DECISION

THAT Council accept Committees' decisions

COMMUNICATION 127227

Received from	Nicole Guthrie, Acting Communications Coordinator
Addressed to	Corporate Services Committee
Date	May 11, 2016
Topic	Economic Development Update

SUMMARY

INVESTMENT ATTRACTION

The Town of Carleton Place engages in a variety of investment attraction initiatives including the marketing and promotion of our employment lands and vacant facilities.

- SOUTH OF 7 – Hope to begin construction summer of 2016.
- INDUSTRIAL LANDS - The CAO and Mayor are busy fielding calls and touring perspective investors to available vacant lands and the South of 7 project site as well as other available lands.
- FAM TOUR – The Ministry of Economic Development, Employment & Infrastructure will be visiting Lanark County this September. Town staff are working with the Ministry to coordinate a tour of Carleton Place as a part of their itinerary to showcase a few businesses in Carleton Place as well as available properties including the Hooper Street certified site. Ministry representation will include staff from the Advanced Manufacturing Branch, Business Advisory Services, Certified Sites, ILG, International Representation Branch, and Infotech & Services.

127227 Continued

- **SALE OF PROPERTY** – The Town’s Realtor is promoting the sale of surplus properties to prospective developers and businesses. The properties are identified on both the Town’s web site and through the real estate system and lately there has been significant interest in several properties. A new lease has been finalized for 132 Coleman Street which will allow the Ginger Café to expand and hopefully other new developments will be finalized soon.

BUSINESS DEVELOPMENT

Our Chamber of Commerce recently undertook a Business Walk study of local business and presented their findings to Council in January. Their report indicates that there is a confidence in the local business community and that generally business expansion and retention efforts are positive. There has been considerable success with a record number of inquiries and occupancies, for example Stalwart Brewery.

MARKETING

The Town uses Social media (Facebook, Twitter and now Instagram) to promote Carleton Place as a great place to call home. We use these tools to stay connected with residents, visitors and potential business owners. We use our Social media channels to promote just about everything.

Facebook – 2151 Page Likes

Twitter- 1558 follows

Instagram (launched May 3 – 22 followers and growing)

We outreach to residents weekly through our Municipal Matters column the local newspaper and post news stories to the website on a regular basis.

TOURISM

- **OHTO** - On April 19 Staff attended a stakeholder information session put on by the Ontario’s Highlands Tourism Organization to unveil the “Come Wander” brand platform. OHTO will be working towards attracting specific target markets to the region under this carefully crafted brand. The campaign will attract specific traveller types to our region and encourages them to explore our region. Staff and the stakeholders in attendance all felt very strongly that this campaign has significant potential to increase tourism to the area. Drawing from the GTA and the Ottawa/Kingston city centres Carleton Place is well poised to attract some of this market as well.
- **NEW TOURISM WEBSITE** - The timing of the “Come Wander” brand unveiling is significant in that we are just beginning the design of our new tourism website. Using the keywords and branding ideas from the research of OHTO we have an opportunity to help share the “Come Wander” message in advance of the OHTO’s release, providing us with a competitive edge. The OHTO is a valuable partner in sharing the Carleton Place experience. We are actively working on the website with the designer and plan to launch the site on July 4, 2016

127227 Continued

We recently saw just how effective this brand can be with the vintage clothing sale at the Carleton Place and Beckwith Heritage Museum. Staff tweeted images and utilized the #comewander – this was then picked up by the OHTO and suddenly our audience of 1500 grew to 6500.

- CARLETON PLACE CHAMBER OF COMMERCE - The 2016 Community Information Guide has been distributed. 3,500 copies of the guide remain. 30,000 guides were printed. 12,600 guides were distributed via the Carleton Place / Almonte Gazette, 5,000 guides were distributed in Stittsville, and Orleans, 600 guides were distributed at the Travel and Vacation show in Ottawa, 2,000 guides have been distributed to restaurants, attractions and shops in Carleton Place and District, 1500 guides were distributed to Travel Information Centres across the province. The remaining guides are being distributed to into Ottawa region attractions.

Tourism related activities this season include: a Customer Service Workshop held in April at Town Hall (OHvation customer service mystery shop program, delivering exceptional customer service, and dealing with difficult people). More than 30 plus local business owners were in attendance.

The Carleton Place FAM tour will take place on Thursday, June 9th. The Lanark County FAM tour is set for June 23rd and will come through Carleton Place and Beckwith, participating locations include, The Information Centre, The CP Beckwith Heritage Museum, Mahogany Salon and Spa, and Sam Bat.

The Chamber is currently working with Lanark County Tourism to develop a Taste of Carleton Place rack card that features the offerings local restaurants that exhibit high levels of customer service and satisfaction.

- LCTA - The Lanark County Tourism Association recently had its Annual General Meeting. At this meeting the group have decided to put forth an application for funding to the County for some matching funds to enable two projects which will work hand in hand with the OHTO's Come Wander project. Through this project the LCTA aims to build a central library of images and videos for use by all members and will begin gathering the stories and unique experiences.

COMMENT

Working collaboratively with the BIA, the Chamber of Commerce, community groups, and all Town departments we are actively working on an asset based approach to community and economic development.

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

Council would like to receive report quarterly. Receive and Record.



**Community Issues Committee Agenda
for the May 17th, 2016 meeting to be held in
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COMMENT

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STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

The Corporation of the Town of Carleton Place

Environmental Advisory Committee Meeting

April 4, 2016

Present: Margo Willmot, Claudia Wutherich, Mike Villeneuve, Robin Janfield, Greg Nixon

Absent: Louis Antonakos, Bill Slade, Randy Martin

Guests: None

Approval of the March Minutes:

Moved by: Margo Willmot Seconded by: Mike Villeneuve

Approval of the Agenda:

Moved by: Greg Nixon Seconded by: Robin Janfield

1) Mike Villeneuve's composting updates: The Town is providing a \$40 rebate (administered by the Town's Public Works Department) to those residents who purchase their own backyard composter. On Earth Day, April 22, Mike Villeneuve will be presenting composting practices to J.L. Couroux.

2) Brainstorming – Environmental Action Plan: Brainstorming continues; additions have been made to a number of categories

3) Review of rough draft of Action Plan Document: Layout for the short, medium and long term reviewed and modified.

4) E-Bin Promotion: Robin Janfield will create a poster promoting the new E-Bin and will place it in appropriate locations through The Town.

5) Recycle Day Thank you ad: Margo Willmot placed ads in the newspaper to thank everyone who participated in Recycle Day over the years. It also informs the public that the event will no longer be held due to such initiatives as the Town partnering with Stewardship Ontario for permanent electronic recycling at the Public Works Yard.

Motion to Adjourn:

Moved by Claudia Wutherich Seconded by: Mike Villeneuve

Next meeting will be Monday May 2, 2016, 6:30 pm at the Carleton Place Library Boardroom

The Corporation of the Town of Carleton Place
Environmental Advisory Committee Meeting
May 02, 2016

Present: Margo Willmot, Claudia Wutherich, Greg Nixon, Louis Antonakos, Bill Slade, Randy Martin

Absent: Mike Villeneuve, Robin Janfield,

Guests: None

Approval of the April 4, 2016 Minutes:

Moved by: Gregory Nixon Seconded by: Louis Antonakos

Approval of the Agenda:

Moved by: Bill Slade Seconded by: Randy Martin

- 1) High School Bursary Presentations:** Louis Antonakos will present the bursary cheque at CPHS's graduation on Thursday, June 30th, while Randy Martin will present the bursary cheque at Notre Dame High School's graduation on Wednesday, June 29th. Bill Slade will act as a back-up.
- 2) Freecycle Day.** CPEAC fully supports the Town in taking over the annual Freecycle Day. CPEAC will offer support as needed; for reference, a copy of one of our past ads has been supplied to the Town. The CPEAC will promote <https://www.freecycle.org/> on their Face Book page. In the 'find a group near you,' type in Carleton Place.
- 3) Partnership between CPEAC and the Town:** CPEAC's Minutes and actions act as a resource and guide for the Town. During the past 8 years, CPEAC has initiated many environmental endeavors, some of which are now being headed by the Town. While CPEAC's role is mainly one of an advisory nature, when the Town takes over one of our projects, recognition of CPEAC's involvement would be greatly appreciated. This would raise CPEAC's profile, attracting needed volunteers and encouraging more participation from the public. It would also show a team effort.
- 4) Environmental Action Plan:** CPEAC has extended a great deal of effort in preparing a preliminary framework for an Environmental Action Plan document prior to receiving the Town's input. In order to bring this project to fruition and implementation, CPEAC recommends the following:
 - CPEAC will bring together the various aspects of the preliminary plan developed to date and submit the plan to Town staff for initial review and input. (May to September 2016.)
 - After input from Town staff, the preliminary plan will be submitted to Town Council for review and approval to proceed. (September to October.)

- CPEAC would like to seek help from an Environmental Consulting Firm experienced in developing Community Environmental Action Plans. The consultant can review it, make proposals and finalize the document in accordance with the goals and objectives defined by CPEAC and staff.
- CPEAC proposes that the funding of the plan would be shared by CPEAC and the Town.
- The final plan will be submitted to Town Council with the goal to have it included in the Carleton Place Official Town Plan. Goal for completion of the final plan is March 2017.

5: Recycling Presentation: Gregory Nixon presented a portion of the presentation based on plastic recycling in Europe.

6) Motion to Adjourn:

Moved by: Bill Slade Seconded by: Margo Willmot

Next Meeting will be on Monday, June 6th, 6:30 at Carleton Place Library Boardroom.

MINUTES

CARLETON PLACE EMERGENCY MANAGEMENT COMMITTEE

A meeting of the Carleton Place Emergency Management Committee was held in the OWFC Upper Hall on Thursday, April 28, 2016 at 3:00 p.m. with the following present:

Les Reynolds, Director of Protective Services; Dave Young, Director of Public Works; Nicole Guthrie, Acting Communication Coordinator; Duncan Rogers, Clerk; Sgt. Rob Croth, OPP; Mark Dorman, C.P. CERV; Paul Knowles, Chief Administrative Officer; Philippe Geoffrion, OFMEM Officer

I ADOPTION OF MINUTES:

Moved by Sgt. Croth, seconded by Mark Dorman

THAT Carleton Place Emergency Management Committee Minutes of January 21, 2016 be approved as printed.

CARRIED

II CORRESPONDENCE:

127135	Received from	Emergency Management Coordinator
	Addressed to	Emergency Management Committee
	Date	21/03/16
	Topic	New Ontario Disaster Recovery Assistance Program

SUMMARY:

This subject was reported to Council on the Corporate Services Committee Meeting of March 15, 2016. Communication No. 127105 noted the following:

“This Program is in place to offer financial assistance to qualifying municipalities that have sustained significant costs as a result of a natural disaster such as a tornado or severe flooding. The new Program only comes into effect if a disaster costs greater than 3% of our own purpose levy amounts to \$270,000.00. If our disaster costs are less than 3% of the levy, no assistance is provided. If the disaster was to cost 10% of our annual levy or \$900,000.00 we would receive Provincial funding equal to 75% on \$270,000.00 and 95% on the remaining balance. A municipality must apply for this funding within 120 days of the disaster by a resolution of Council.”

COMMENT:

Staff will obtain more information as it becomes available.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record.

COMMITTEE DECISION:

Committee approved Staff Recommendation.

127136	Received from	Police Services Board Administrator
	Addressed to	Emergency Management Committee
	Date	21/03/16
	Topic	Highway Detour Signs - Emergencies

SUMMARY:

The subject of signage and detours regarding emergencies was recently raised at Committee and it was recommended that this matter be placed on the Emergency Management Agenda. Chair Reynolds can provide more information on this matter.

STAFF RECOMMENDATION:

To be discussed with the Committee.

COMMITTEE DECISION:

The Committee determined that permanent signage would not be appropriate. David Young will contact the County of Lanark on this matter to determine a policy on this subject. Committee approved staff recommendation.

127137	Received from	Emergency Management Coordinator
	Addressed to	Emergency Management Committee
	Date	21/03/16
	Topic	Annual Emergency Exercise

SUMMARY:

Staff is currently working on a scenario for the Annual Exercise for 2016 which is scheduled for Thursday, September 22nd 2016 from 9:00 a.m. to 12:00 noon. Managers are encouraged to send Alternates to participate in the Exercise in order to provide experience for their staff. The Exercise will be held in the Upper Hall of the OWFC Hall at 15 Coleman Street. A de-briefing session will be held after the Exercise.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record.

COMMITTEE DECISION

Committee approved staff recommendation.

127138 Received from Emergency Management Coordinator
 Addressed to Emergency Management Committee
 Date 21/03/16
 Topic MVCA Watershed Condition Statements

SUMMARY:

The local conservation authority has recently provided Watershed Condition Statements for the 2016 spring run off to the municipality. These statements are forwarded to the OPP, Director of Public Works, Director of Protective Services and the Manager of Parks and Recreation to keep the OPP and staff up to date regarding possible flood conditions.

COMMENT:

At this point in time, it does not appear that there will be flooding in Carleton Place this spring.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record.

COMMITTEE DECISION:

Committee approved staff recommendation

127139 Received from Office of the Fire Marshal and Emergency Management
 Addressed to Town of Carleton Place
 Date 21/03/16
 Topic Compliance Report for 2015

SUMMARY:

The Office of the Fire Marshal and Emergency Management Ontario have informed Mayor Antonakos that the municipality met the requirements for compliance for 2015.

COMMENT:

A Copy of the Compliance Statement from OFMEM is attached to the Agenda.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record.

COMMITTEE DECISION:

Committee approved staff recommendation

127140	Received from	Emergency Management Coordinator
	Addressed to	Town of Carleton Place
	Date	21/03/16
	Topic	Carleton Place Community Centre

SUMMARY:

The Carleton Place Community Centre for a number of years now has been identified in our municipal emergency plans and procedures as the primary location for our reception centre and shelter in the event of an emergency.

On Saturday, February 13, 2016 at approximately 20:37 hrs. the south side of Carleton Place experienced a hydro power outage during severe cold weather of minus 25 degrees Celsius. Fortunately, the north side (north of the Mississippi River) retained hydro-electric power throughout the outage. After a brief discussion with the Manager of Parks and Recreation, Carambeck Community Centre was opened up as a warming centre. The Acting Communications Coordinator quickly put notice up on the Town's Facebook to provide notice to the public. Fortunately, hydro power was restored in approximately two hours.

COMMENT:

A report of the above-noted incident and recommendations is attached to the Agenda.

STAFF RECOMMENDATION:

To be discussed with the Committee.

COMMITTEE DECISION:

The CEMC will obtain quotations for a standby generator for Carambeck Community Centre for the 2017 budget.

127141	Received from	Emergency Management Coordinator
	Addressed to	Emergency Management Committee
	Date	21/03/16
	Topic	2016 Emergency Management Plan

SUMMARY:

The 2016 Emergency Management Plan was approved at the January 21, 2016 meeting of the Emergency Management Committee. However, prior to presentation to Council, it would be prudent to include any recommendations to the said Plan regarding detours as discussed.

STAFF RECOMMENDATION:

THAT the 2016 Carleton Place Emergency Management Plan as amended be forwarded to Council for adoption by By-law.

COMMITTEE DECISION:

The Committee determined that there was no need to amend the 2016 Emergency Management Plan. Forward to Council for Approval

127142 Received from Emergency Management Coordinator
 Addressed to Emergency Management Committee
 Date 21/03/16
 Topic 2016 Critical Infrastructure

SUMMARY:

Staff have reviewed and revised the Critical Infrastructure for 2016.

STAFF RECOMMENDATION:

That the Town of Carleton Place Critical Infrastructure Chart for 2016 be approved by the Committee.

COMMITTEE DECISION:

Committee approved staff recommendation

127143 Received from Emergency Management Coordinator
 Addressed to Emergency Management Committee
 Date 21/03/16
 Topic 2016 Hazard Identification and Risk Assessment

SUMMARY:

Staff has reviewed and updated the Town of Carleton Place HIRA for 2016

STAFF RECOMMENDATION:

That the 2016 Town of Carleton Place HIRA for 2065 be reviewed at the Lanark County ECCG Meeting after the Annual Training Session on May 12, 2016 at prior to approval by Council.

COMMITTEE DECISION:

Bring forward.

127144 Received from Emergency Management Coordinator
 Addressed to Emergency Management Committee
 Date 21/03/16
 Topic Carleton Place CERV Spring Newsletter

SUMMARY:

Attached for the information of the Committee is the Spring 2016 Carleton Place CERV Newsletter. Highlights include:

- Spring Training – Food Handling and Preparation Seminar
- Canada Day – Lost Child/First Aid Location - Riverside Park
- Bridge Street Bazaar Information Tent.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record.

COMMITTEE DECISION:

Committee approved staff recommendation

127145	Received from	Emergency Management Coordinator
	Addressed to	Emergency Management Committee
	Date	21/03/16
	Topic	CERV Spring Seminar – Food Preparation Seminar

SUMMARY:

A food preparation and handling seminar will be held on Thursday, May 25, 2016 from 3:00 p.m. to 4:30 p.m. at the Carleton Place Community Centre a food preparation and handling course will be held for the benefit of the members. The local Health Unit will provide the Instructors and the theme of the seminar is the proper handling of food during emergencies.

STAFF RECOMMENDATION:

That staff proceed with the Food Preparation Seminar.

COMMITTEE DECISION:

Committee approved staff recommendation

127146	Received from	Garry Welsh, Emergency Services Coordinator
	Addressed to	Emergency Management Committee
	Date	21/03/16
	Topic	New Advisor DM Ottawa/Lanark & Renfrew CRR

SUMMARY:

James Sedgewick is our new contact regarding the Canadian Red Cross. He will be replacing Deborah Smith. The contact number for Mr. Sedgewick will be the same as Ms. Smith.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record.

COMMITTEE DECISION:

Committee approved staff recommendation

127147 Received from Emergency Management Coordinator
 Addressed to Emergency Management Committee
 Date 21/03/16
 Topic Library – Warming Centre – Extreme Cold Weather

SUMMARY:

This past winter the public was advised by the municipality that the Public Library could be used as a place to keep warm during regular business hours for residents who needed to warm up during a severe cold weather.

COMMENT:

Staff at the Library were very cooperative and understanding of this situation.

STAFF RECOMMENDATION:

That an expression of thanks to the Public Library Board be forwarded by staff.

COMMITTEE DECISION:

Committee approved staff recommendation

127148 Received from Garry Welsh, Lanark County Emergency Services
 Addressed to Emergency Management Committee
 Date 21/03/16
 Topic Minutes of the Feb. 11, 2016 Lanark County CEMC

SUMMARY:

The Lanark County CEMCs held a meeting on Thursday, February 11, 2016 at the County of Lanark Administration Building. The Minutes of the meeting are attached to the Agenda.

Highlights of the meeting include the following:

- OFMEM Hazard Identification and Risk Assessment Workbook and planned session with the Lanark County CEMC Group
- 2016 Joint Municipal Emergency Management Training Day – May 12, 2016
- Emergency Notification
- Red Cross Report
- 2016 Preparedness Guide

The next meeting of the Lanark County CEMC Group will be held on Thursday, May 12, 2016 after the morning training session.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record

COMMITTEE DECISION:

Committee approved staff recommendation

127149 Received from Emergency Management Coordinator
 Addressed to Emergency Management Committee
 Date 22/03/16
 Topic Emergency Preparedness Week

SUMMARY:

Emergency Preparedness Week is scheduled from May 1st to May 7th 2016.

STAFF RECOMMENDATION:

THAT Council be requested to declare the week of May 1st to May 7th 2016 as Emergency Preparedness Week in the Town of Carleton Place. Further that this information be provided on the municipal web site and municipal matters.

COMMENT:

Due to time constraints this matter was presented to Council on April 12, 2016.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record.

COMMITTEE DECISION:

Committee approved staff recommendation

127150 Received from Garry Welsh, Emergency Services Coordinator
 Addressed to Emergency Management Committee
 Date 21/03/16
 Topic Annual ECCG Training

SUMMARY:

The Emergency Services Coordinator for the County of Lanark has arranged the Agenda for the Annual Training Day, scheduled for Thursday, May 12, 2016 from 8:30 a.m. to 12:30 p.m. at the Smiths Falls Memorial Community Centre in Smiths Falls. Agencies that will be presenting information include the following:

- Environment Canada – Climate
- Ministry of Municipal Affairs & Housing – New ODRAP
- Ministry of Natural Resources and Forestry – Emergency Response
- CP Rail – Safety
- UCDSB – Emergency Procedures – Facilities
- Lanark County Social Services – Role of LCSS

COMMENT:

If you are unable to attend, please send an Alternate.

STAFF RECOMMENDATION:

Information for the Committee. Receive and Record.

COMMITTEE DECISION:

Committee approved staff recommendation

IV NEXT COMMITTEE MEETING:

Thursday, June 23, 2016

Annual Exercise – Thursday, September 22, 2016

Thursday, November 24, 2016 – 3:00 p.m.

V ADJOURNMENT:

3:40 p.m.



Parks and Recreation Committee Action Report
for the May 2nd, 2016 meeting held in
the Arena Board Room at 7:00 p.m.

Present: Councillor Ross Trimble, Reeve Richard Kidd, Tom Marshall,
John Andrews, Bill Levesque, Serge Robichaud, Manager of
Recreation and Culture Joanne Henderson
Absent: Jan Ferguson (regrets), Paul Pillsworth (regrets), Deputy-Mayor
Jerry Flynn

- 1) **DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF** – now or anytime during the meeting
 - 2) **PUBLIC MEETING – NONE THIS EVENING**
 - 3) **REGISTRATION OF PUBLIC WISHING TO SPEAK**
 - 4) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
 - 5) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVE THIS ADDENDUM?**
-

TO BE DISCUSSED

COMMUNICATION 127165

Received from Joanne Henderson, Manager of Recreation and Culture
Addressed to Parks and Recreation Committee
Date April 7, 2016
Topic CF1 Card

SUMMARY

Request for a discount for serving and retired military and their families for the use of our recreational facilities.

COMMENT

We have received similar requests in the past and they have been denied.

STAFF RECOMMENDATION

Bring Forward.

COMMITTEE DECISION

That the 2017 budget include additional funds to support this initiative. The card will only be permitted to be used for memberships only.

COMMUNICATION 127203

Received from Joanne Henderson, Manager of Recreation and Culture
Addressed to Parks and Recreation Committee
Date April 30, 2016
Topic Skateboard Park

SUMMARY

The capital budget includes funds to purchase skateboard park components. Staff have received prices from the following companies:

Canadian Ramp Company - \$49,736.07 plus tax
Playground Planners - \$57,348.00 plus tax

COMMENT

There is \$50,000 in the capital budget for this initiative.

STAFF RECOMMENDATION

To be discussed.

COMMITTEE DECISION

That staff proceed with the purchase of the skateboard ramps from Canadian Ramp Company for a price of \$49,736.07 plus tax.

COMMUNICATION 127204

Received from Joanne Henderson, Manager of Recreation and Culture
Addressed to Parks and Recreation Committee
Date April 30, 2016
Topic 2016/2017 Pool User Fees

SUMMARY

The proposed 2016/2017 pool user fees are attached.

COMMENT

They reflect an approximate increase of 3%.

STAFF RECOMMENDATION

That the proposed 2016/2017 pool user fees be approved as written.

COMMITTEE DECISION

That the proposed 2016/2017 pool user fees be approved as written.

COMMUNICATION 127205

Received from Joanne Henderson, Manager of Recreation and Culture
Addressed to Parks and Recreation Committee
Date April 30, 2016
Topic Play structure for Giles Park

SUMMARY

Staff have received four options for a play structure at Giles Park. The pricing is as follows:

Playground Planners – Option #1 - \$40,327.79 plus tax
Playground Planners – Option #2 - \$40,481.83 plus tax
Henderson Recreation – Option #1 - \$38,306.00 plus tax
Henderson Recreation – Option #2 - \$38,594.00 plus tax

COMMENT

This is a budgeted item. All options provide cedar weave as a safety surface and are appropriate for ages 18m to 12 years.

STAFF RECOMMENDATION

To be discussed.

COMMITTEE DECISION

After discussion it was decided that staff should proceed with the purchase of Option #1 from Playground Planners for a price of \$40,327.79 plus tax as it offers a more innovative design.